

Volunteer Opportunities - Ways to Earn Volunteer Hours

Room Parent (two per class) – **(Automatic 20 hours of service)** Responsible for coordinating the lunch volunteer schedule for every month of the school year, assists the teacher with party planning throughout the year, collects money and/or donations for fundraising events, coordinates classroom birthday parties and the teachers breakfast. Each class is asked to contribute breakfast items on their assigned day to provide the teachers breakfast. Sends correspondence (via e-mail or flyers) to parents regarding special events in the classroom and school.

Event Chairperson (Usually two co-chairs per event) – Responsible for planning, operating and coordinating fundraiser or “fun”raiser events such as the Halloween Bingo, Art Auction, Chance Extravaganza, Spring Fling, and Christmas Bazaar.

Lunch Helper – Assisting with lunch in the cafeteria while your child is eating lunch with his/her class. This may include passing out lunches, assisting with opening lunch items (for the younger grades), cleaning up the occasional spill or two, set –up and clean-up of lunch tables and chairs. Also, when on lunch duty, parent volunteers accompany their child’s class to the playground during recess and act as playground/recess monitors. In the event that inclement weather exists, the lunch volunteers will supervise the children in their classroom during recess.

Event Volunteer – Earn hours while helping to staff and run different fundraising events. Kitchen help with serving and selling snacks, selling raffle and event tickets, staffing booths and coordinating activities.

Ambassador Family – Earn **5 hours** as an Ambassador Family by attending the New Family dinner in August and providing outreach and support to families who are new to Saint Augustine School.

Store Certificate Seller – Volunteer to sell store certificates and fill orders in the school on Mondays, Wednesday and Fridays from 8:30am to 9:30am.

Uniform Exchange Coordinator – Operate the uniform exchange several times a year and coordinate the exchange and sale of gently used uniforms for Saint Augustine families. **(Automatic 10 hours of service)**

Phone Tree Coordinator – Coordinate and activate the phone tree during urgent and emergency events. The phone tree is a telephone calling tree that is used when urgent information needs to be communicated quickly to all parents at Saint Augustine School. The phone tree coordinator calls multiple phone tree volunteers who each have a list of families to contact. Each phone tree volunteer is given home, work, cell phone and back-up number for both parents. This method of outreach is utilized when an urgent change or notice needs to be communicated quickly to all Saint Augustine School families.

Phone Tree Volunteer – Participates in the phone tree by calling a list of parents. Each phone tree volunteer is given home, work, cell phone and back-up number for both parents. Calls are made to each number until a live person is reached to whom the message can be relayed. This method of outreach is utilized when an urgent change or notice needs to be communicated quickly to all Saint Augustine School families.

Attend Home and School Association General Meetings – Parents **earn one hour** for every HSA meeting that they attend.